



BAGONG PILIPINAS



Masaganang Agrikultura,
Masunlad na Ekonomiya

Republic of the Philippines
OFFICE OF THE SECRETARY
Elliptical Road, Diliman 1100 Quezon City
+63(2) 8928-8741 to 64 and +63(2) 8273-2474



DA-CO-PMS-SO20250130-00002

SPECIAL ORDER

No. 214
Series of 2025

SUBJECT : AUTHORITY TO CONDUCT AND PARTICIPATE IN A SERIES OF CAPACITY DEVELOPMENT ACTIVITIES ON RESULTS-BASED MONITORING AND EVALUATION (RBME) FOR THE PLANNING, MONITORING, AND EVALUATION OFFICERS OF THE DEPARTMENT

In the interest of service and pursuant to its mandate, the Monitoring and Evaluation Division of the Planning and Monitoring Service (PMS-MED) is hereby authorized to spearhead a series of capacity development (CapDev) activities on Results-Based Monitoring and Evaluation (RBME) for the Planning, Monitoring, and Evaluation Officers of the Department of Agriculture (DA).

The objectives of these activities are as follows:

- Strengthen the competencies of DA Planning, Monitoring, and Evaluation (M&E) Officers in RBME;
- Review, refine, and finalize selected program/project designs specifically Theory of Change (TOC) and Logical Frameworks;
- Establish a set of measurable and well-defined key performance indicators; and
- Develop/Finalize M&E plans of selected DA programs/projects.

The list of activities, along with the respective schedules, venues, and participants, is provided in **Attachment 1**.

Traveling expenses and per diems of participants shall be charged against their respective offices. Expenses related to the conduct of the CapDev activity, such as food, accommodation, and other incidental expenses, including professional fees and transportation fares of the Resource Person/s, shall be charged to PMS funds, subject to the availability of funds and existing government accounting and auditing rules and regulations.

This Order shall take effect immediately and shall be considered revoked upon the completion of the activity. All orders, memoranda, and issuances inconsistent herewith are deemed revoked.

Done this 7th day of February 2025.

For and By the Authority of the Secretary:

ATTY. ALLEN KRISTOPHER A. ANARNA, CPA
OIC, Office of the Undersecretary for Administration
(as per Special Order No. 177, Series of 2025)

ATTACHMENT 1.

Module	Activity	Schedule	Venue	PARTICIPANTS				
				OU	#			
	Selected Projects: <ul style="list-style-type: none"> ● Cold Storage Expansion Project; ● Digital Agriculture Project; ● Development of Upland Irrigation Systems and Small Water Irrigation and Impounding Project; ● National Soil Health Program; ● African Swine Prevention, Control & Recovery Program; ● Coconut Fertilization Program; and ● Massive Coconut Planting Program 							
Module 1: Development of Project Framework	Activity 1.1. Training Workshop on Project Framework Expected Output: Draft Project Logframe	Mar 24-28, 2025	Region IVA	TOTAL	45			
				Planning and Monitoring Service (PMS)	8			
	Activity 1.2. Online Mentoring on Project Framework Expected Output: Enhanced/Finalized Project Logframe	Apr 7-8, 2025	Online	Special Projects Coordination and Management Assistance Division (SPCMAD)	2			
				RFOs (CAR, I, III, IVB, V, VII, X, XI, XIII) @ 1 PMED and 1 project focal each	18			
	Expected Output: Enhanced/Finalized Project Logframe	May 5-9, 2025	Region III	Office of the Assec for Logistics for Cold Storage Expansion Project	2			
				ICTS for Digital Agriculture Project	2			
				BAI for African Swine Prevention, Control & Recovery Program	2			
	Activity 2.1. Continuation - Workshop on Drafting M&E Plans of Identified Projects Expected Output: Draft Project M&E Plan	May 5-9, 2025	Region III	BSWM: PMED and for (1) Development of Upland Irrigation Systems and Small Water Irrigation and Impounding Project; and (2) National Soil Health Program	3			
				Activity 2.2. Online Mentoring on Project M&E Plans Expected Output: Enhanced/Finalized Project M&E Plans	May 19-20, 2025	Online	PCA: PMED and for (1) Coconut Fertilization Program; and (2) Massive Coconut Planting Program	3
							Resource Persons	2
			Secretariat	3				

ATTACHMENT 1.

Module	Activity	Schedule	Venue	PARTICIPANTS	
				OU	#
Module 3: Indicators	Activity 3.1. Development of Results/Outcome Indicators for PBMES Expected Output: Proposed Set of Results/Outcome Indicators for Programs and Projects	June 2-6, 2025	Region III	TOTAL	60
				Monitoring and Evaluation Division	20
				Planning and Programming Division	18
				Investment and Programming Division	15
				Office of the PMS Director	2
	Usec and Asec for PPR	2			
	Resource Persons	2			
	Secretariat	3			
	TOTAL	110			
	Activity 3.2. Finalization of results/outcome indicators for PBMES Expected Output: Finalized Set of Results/Outcome Indicators for Programs and Projects	June 26, 2025	NCR	Monitoring and Evaluation Division	6
Planning and Programming Division				3	
Investment and Programming Division				3	
PMS Director				1	
Usec and Asec for PPR				2	
NPMOs	50				
RFOs @ Zeach	30				
Bureaus @ Zeach	16				
Resource Persons	2				
Secretariat	3				